

**Town of Franconia**  
**Capital Improvement Planning Advisory Board**  
26 September 2022 • Time: 1530 • Town Hall

**Present:** Steve Plant, Trevor Presby, Larry Plate, Danielle Dawson, Jan Cole, Peter Grote, Jan Cole, Monica Laflamme, Dan Walker, Kim Cowles

**Others:** Corey Rush, Jeremy Rush

**Regrets:** N/A

**Absent:** N/A

**I. Call to Order / Opening Remarks**

A. The meeting was called to order at 1529.

**II. Approval of the Minutes from the** 19th and 26th September 2022 meetings will be approved during the meeting on 3 October 2022.

**III. Additions to the Agenda**

- A. Finance Spreadsheet Location
- B. Meeting Minutes Cadence

**IV. Approval of the Agenda** - Accepted as distributed

**V. Business Arising out of the Previous Meeting**

**VI. Buildings & Grounds - Corey Rush**

A. The Buildings & Grounds Department Head, Corey Rush, brought forward three pieces of equipment highlighting that the truck is overdue for replacement.

- 1. 2015 Ford F-350
- 2. 2018 New Holland Tractor & Implements
- 3. 2012 Wright Stand Mower

The Ford F-350 was delayed due to supply chain availability and has significant front end wear and tear. The estimate for replacement and upfit (snow plow prep package, dump body, & hydraulics) is ~\$74k. This does not include an estimate for push bar installation. It is recommended to stay with a diesel and use the same sander currently on the vehicles. The current account value for this line item for the vehicle replacement is ~\$50k.

The smaller Wright Stand Mower was also due for replacement last year. The cost of the replacement is ~\$16k and the intent would be to sell both this and the Gravely 260z.

The New Holland Tractor has 1,100 hours on it with the warranty expiring at 1,500 hours. Corey stated that there are issues with the emissions system, specifically the “burn off system and turbo,” that have resulted in the tractor being

out of service more than it was used this year. Typical usage for the tractor includes sidewalk and ice rink plowing as well as grave digging in the cemetery and roadside mowing. The scheduled replacement for this line item is for 2026 and the current account value is \$26k. One capital reserve account includes both aforementioned mowers and the tractor.

Trevor Presby inquired if two pieces (one for sidewalks & one for cemetery and roadside use) would better suit the town's need and improve equipment's intended use. If this were to happen, one piece would be dedicated for sidewalk plowing and the highway department would assume responsibility for the other piece. The recommendation is to explore the market in 2023 and propose for 2024 replacement.

Kim Cowles provided an overview of buildings covered by Buildings and Grounds for the benefit of new members. It includes the Town Hall, Safety & Service, Highway Dept, and Mittersil Firestation. The Library and Museums (Frost and Heritage) are funded separately. Kim Cowles also stated that the Mittersil Firestation needs the garage and front doors painted and repaired. These updates are required to maintain for the water department.

B. No motions made during this section

C. No follow-up required

D. Task:

1. Borrow a 550 to CR to check fit in the garage (**Next Meeting**) - *Trevor Presby*
2. Scan intake docs into directory (**Next Meeting**) - *Kim Cowles*
3. Add Corey's document to the directory (**Next Meeting**) - *Plant / Danielle*

## **VII. Highway Department - Jeremy Hall**

A. The Highway Department Head, Jeremy Hall, brought forward four vehicles for consideration:

1. 2019 Ford F350
2. 2015 Ford F550
3. 2008 International 10-wheeler
4. 2014 International 6-wheeler

The F-350 is on track for a 7-year replacement cycle in 2026. The F-550 is scheduled to be replaced in 2023. The vehicle is in good condition, inexpensive to maintain, and is expected to resell between \$50-60k. New replacement is estimated at ~\$125k. This includes the cab and chassis as well as all of the upfitted equipment. Jan Cole stated that some financial analysis would be needed to ensure the required funds are available.

Jeremy shared that the 10-wheeler drives a lot of maintenance and repairs are difficult due to discontinued parts. The 6-wheeler has a lot of wear. These items

were recommended to keep on schedule and it was discussed that selling the 10-wheeler and replacing it with one that would be used year round would be advantageous, since it is currently only used during the summer.

The remaining equipment is not due for replacement during this cycle:

1. 2015 Volvo ECR88 - trade in 2031. 130k (bought in 2016, rental for a year w/ approx 250 hours on it) approx 400 hrs a year. 2226 hrs.
2. 2012 Volvo Loader - This machine is operating well. It was recommended to move the replacement to 2029.
3. 1987 Cat Grader - This item has its own line for repairs and is used approximately 200 hrs per year.
4. Reiser Trailer - Recommend to trade this in during 2031 and expected cost would be \$15k.
5. 2006 Brush Bandit - This item undergoes normal maintenance and is not expected to be replaced for a while.

Other town projects discussed included bridge construction and the sidewalks and highways. There is a crosswalk going in between the Dow and the Church with lighting. Any repairs needed for sidewalks in the town need to be rebuilt with granite curbs per the state requirement. Currently, \$21k is being budgeted for this annually. Jeremy is seeking an estimate for highway overlays.

Jeremy stated that the Lafayette Bridge is red-listed and near closure due to a hole in one of the I-beams. He is seeking quotes for repair. Kim Cowles shared that we received \$47k from the state in bridge aid and should be used by June. The account currently has \$95k and was recommended to continue contributing at \$40k per year. Funding from the one-time grant is based on decking and population.

B. No motions made during this session

C. Follow Up:

1. Does the 47k grant have to be used by June 1st? Ideally, this covers engineering.

D. No tasks assigned during this session

## **VIII. Additions to the Agenda**

A. Finance Spreadsheet Location

1. Jan Cole shared the latest updates on the spreadsheet and requested where it should be saved. Danielle Dawson created a shared directory for the CIP to store documents as a means of configuration management. It was recommended to store it as a living document within the working folder.

B. Meeting Minutes Cadence

1. Danielle Dawson inquired as to the appropriate cadence for the group. Monica Laflamme shared the applicable RSAs and it was decided that a

draft will be available within 5 days of a given meeting with the following minutes approved at the next meeting. Editors of the document should be limited to the town administrator, CIP chairperson, and secretary.

**IX. Adjournment**

A. The meeting was called to adjourn at 1719.

**X. Next Meeting [3 October 2022]**

**Fire & EMS** - Tyler Gaudette & Paul Schmucker

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*Danielle Dawson - 2 October 2022*